

## PEMBRIDGE PARISH COUNCIL

### Minutes for the Meeting

Wednesday 18th January, 7.00pm in Pembridge Parish Hall

**Councillors Present:** Cllr. Evans, Cllr. Bennetto, Cllr Rogers, Cllr Thomas, Cllr Fothergill, Cllr Duggan and Clerk R Bissell.

0 members of the public.

No Police representative present.

#### **159/16. Apologies for absence.**

Apologies were received from Cllrs Phillips, Pace, Owens, Stokes, Purslow, Mifflin & Hancock.

#### **160/16. Declaration of interest and written requests for dispensation on agenda items.**

The register of interest was available to sign. No declarations were made.

#### **161/16. Open session.**

No Police report.

Ward Councillor report previously circulated.

#### **162/16. Approval of the Minutes of Meeting 21<sup>st</sup> December 2016.**

The minutes of the meeting of 21<sup>st</sup> December 2016 were **approved** unanimously and signed.

#### **163/16. Planning Applications for comment.**

##### **Planning Application recently received:**

- 163949 – 1 Broxwood Court Cottages, Bonds Green, Lyonshall. HR6 9JJ  
Proposed hairdressing studio in rear garden. - **SUPPORT**

##### **Recent Planning Applications recently considered awaiting determination:**

- 163651 – Land off Sandiford Ploc, Pembridge, Herefordshire.  
Proposed erection of 7 dwellings - **SUPPORT**
- 163146 - Land Adjacent to Luntley Cottage, Pembridge, HR6 9EH.  
Erection of an agricultural building for free range egg production, together with associated feed bins, hard standings, attenuation pond and access track. - **SUPPORT**

##### **Planning Decisions made:**

None

#### **164/16. Clerks report.**

- Car park transfer documentation ongoing with solicitors.
- Welsh Water Confirm that no meeting required and asked to be consulted and be involved in any future work on the roadway.
- NDP Grant repaid and end of grant report issued
- Contacted BT to repair village phone box
- Freight survey response to be made
- Work continuing to complete new NDP page on website.
- Arranging quotes for Broxwood phone box repair

- Prepared Quarter 3 finances

### 165/16. Financial report & Approve Payments.

Bank reconciliation for December 2016 complete using VT cashbook.

#### Balances at end December 2016:

Current Account:	£31885.78
Tracker Account:	£ 5943.15 (Inc 74p Interest)
National Savings Account:	£11714.20

#### Income since last meeting:

Kingspan magazine advertising	£500.00
S Adams – lengthsman recharge	£ 31.80

#### Requests for payment: Approval Agreed

Toilet Cleaner salary for January 2017 as previously agreed by Parish Council	
Clerk's salary for January 2017 as previously agreed by Parish Council	
NEST pension contribution as per agreed payment schedule	
One Stop Print	£ 270.00
Richard Mills – Lengthsman contract	£ 899.00 + VAT
West Midland Energy – Elec toilets Nov16	£ 17.98 + VAT
Pembridge Parish Hall	£ 45.00
Tree warden network fees	£ 25.00
Hoople – NDP maps	£ 69.00 + VAT

### 166/16. Internal Auditor

Councillors agreed unanimously to continue with the services of the internal auditor Mrs Pierce for the year 2017/18. *Clerk to write & confirm.*

Clerk

### 167/16. Update on the Neighbourhood Development Planning (NDP).

Pembridge Neighbourhood Development Plan is being prepared by a delegated steering group and will become a legal planning document once approved by Parish Council and the public (Reg14), before county approval at Reg 16.

Councillors had been asked to read the latest NDP draft and make comment in preparation for public consultation. There were several areas of concern and it was agreed to arrange a meeting with the steering group and Data Orchard to discuss and clarify. *Clerk to arrange meeting in the Parish Hall 1<sup>st</sup> March - NDP item only.*

Clerk

### 168/16. Resurfacing Schedule 2017.

In Cllr Phillips absence, this item was not discussed.

### 169/16. Mowing Contract 2017.

The Clerk previously forwarded new contract details, planned areas to maintain and 2016 spend. The mowing budget for 2016/17 was slightly over, but Councillors agreed the mowing contract for 2016 had been successful. Councillors **agreed** continuation of the same areas to be mowed in 2017 by a single contractor if possible. *Clerk in invite tenders for decision at March Meeting.*

Clerk

### 170/16. Access & encroachment on Village Green.

All Councillors had been asked to view the site for their opinion so informed decisions could be made.

4 Parson Walk - Councillors discussed and agreed unanimously that in their opinion the boundary line between the property and the Village Green did not extend to the bottom of the installed steps. It was proposed by Cllr Bennetto, for an amicable resolution, that the boundary be considered to lie across the top two steps of the installation and the remaining five be removed and replaced sympathetically with graded soil/turf. Seconded by Cllr Duggan with a majority support 4/2. *Clerk to write.*

Clerk

Bridge Street House Access – Councillors discussed the felled tree trunks from the property and were unclear of the arrangement for them to be left as wildlife habitats as agreed by the tree warden. Installation of a second access had been noted in the new fencing since the tree felling. Cllr Rogers proposed to write to the owners asking them to refrain from using the gateways in the absence of proof to a prescriptive easement. It was also proposed the owners should not use the village green for disposing of their garden waste and they remove what is currently there. Proposal seconded by Cllr Duggan and supported unanimously. *Clerk to write.*

Clerk

**171/16. Shobdon NDP**

No Further comment.

**172/16. Correspondence.**

Cllr Rogers agreed to attend the travellers site drop in session at Hereford Town Hall on Monday 6<sup>th</sup> February.

The Clerk reported several positive emails received regarding the Christmas lighting in the village.

**173/16. Future Agenda from Councillors and members of the public.**

None.

**174/16. To confirm date of next meeting as**

**Please note date change from previously published:**

**Wednesday 8<sup>th</sup> February 2017 - Ordinary meeting of the Parish Council - Parish Hall at 7.00pm**

Meeting Closed 9.00pm